

CONFIDENTIAL

DD/S&T#2510-81

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FILE

1 5 JUN 1981

MEMORANDUM FOR: Director of Logistics

FROM: M. Corley Wonus
Director of Technical Service

SUBJECT: Request for Additional Space for OTS in []
Building (C)

1. The Office of Technical Service will be required to move a number of personnel from the 2430 "E" Street Complex in the near future. We understand that space in [] Building will become available this fall with the relocation of the present [] occupants to another location. (C)

25X1
25X1

2. With the relocation of [] that they occupy will be freed up and OTS will then be able to relocate selected elements from the OTS complex as originally planned. To minimize costs we intend to use the space for offices only. (C)

25X1

3. OTS feels its request is justified for several reasons. First, OTS was the sole tenant in the [] until [] required space on a priority basis. Second, recent reorganization of OTS, including an expanded Resource Management and Planning Staff and creation of a Career Management Staff, has necessitated the shuffling of people and offices. Third, overcrowding in OTS is fast becoming intolerable. Our people are now packed in 50 square feet of space per person as opposed to the norm of 115/120 square feet per person. We have no place to store equipment going to or coming from the field except in the corridors adjacent to OTS/LOGS. Safety does not want us to do this, but we have no choice. We have no sick room as noted in a recent IG report. We also have no place for our people to eat except at their desks. (C)

25X1

4. Between [] people will have to be relocated from the 2430 "E" Street Complex. Relocation of these people would be contiguous to OTS personnel presently located in [] Building. The move could be made with a minimum cost to the Government and with little disruption in activity. (C)

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5. OTS does not have any other space to accommodate the overflow of personnel at the 2430 "E" Street Complex. Based on the reasons

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SUBJECT: Request for Additional Space for OTS in [REDACTED]

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cited above, it is requested that OTS be assigned the approximately
[REDACTED] square feet when it becomes available in [REDACTED]

25X1

[REDACTED]
M. Corley Wonus

25X1

Assignment of Space in Chamber of Commerce Building

During August - September 1981, OD&E will move to the [] vacating [] square feet of space in the Chamber of Commerce Building.

There are three memorandums attached from OTE - one which indicates a requirement for the entire [] square feet being vacated, another showing classroom utilization, and a third memorandum covering a request for an additional [] square feet to house a Communications Equipment Room.

Space requirements follow for OC, OL, and ODP that could have some impact on the assignment of the [] square feet of space in the Chamber of Commerce Building. These requirements will be discussed by the D/L and C/LSD and options will be presented.

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